



County of Los Angeles  
**CHIEF ADMINISTRATIVE OFFICE**  
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DAVID E. JANSSEN  
Chief Administrative Officer

Board of Supervisors

GLORIA MOLINA  
First District

YVONNE BRATHWAITE BURKE  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

November 12, 2003

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**ACCEPT GRANT FUNDS FROM THE DEPARTMENT OF HOMELAND SECURITY'S OFFICE FOR DOMESTIC PREPAREDNESS (ODP) AND APPROVE APPROPRIATION ADJUSTMENTS FOR THE GRANT FUNDS (ALL SUPERVISORIAL DISTRICTS AFFECTED) (4 VOTES)**

**JOINT RECOMMENDATION WITH THE DIRECTOR OF CORONER, THE DIRECTOR OF HEALTH SERVICES, THE DIRECTOR OF HUMAN RESOURCES, AND THE SHERIFF THAT YOUR BOARD:**

1. Accept \$1,383,000 in grant funds from ODP under the 2002 State Domestic Preparedness Program. This grant provides assistance for the purchase of equipment and the conducting of exercises to enhance first response capabilities.
2. Accept \$3,923,000 in grant funds from ODP under the 2003 State Homeland Security Grant Program. This grant provides assistance for the purchase of equipment and the conducting of exercises to enhance first response capabilities.
3. Accept \$9,824,000 in grant funds from ODP under the 2003 State Homeland Security Grant Program Part II funds. This grant provides assistance for the purchase of equipment, the conducting of exercises, and training costs to enhance first response capabilities.
4. Approve Appropriation Adjustments for the departments who have been approved to receive funding under these grants (Attachment A).
5. Authorize the County's Purchasing Agent to proceed with the solicitation and purchase of fixed asset items in excess of \$250,000.

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**IT IS RECOMMENDED THAT YOUR BOARD, ACTING AS THE GOVERNING BOARD OF THE CONSOLIDATED FIRE PROTECTION DISTRICT (DISTRICT) OF LOS ANGELES COUNTY:**

1. Accept the transfer of \$3,434,000 in first responder grant funds.
2. Approve two Appropriation Adjustments totaling \$3,434,000 to recognize additional funding from this grant in 2003-04 (Attachment B).
3. Authorize the County's Purchasing Agent to proceed with the solicitation and purchase of fixed asset items in excess of \$250,000.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The Department of Homeland Security has released a series of grants through ODP to assist local governments in their efforts to prepare, prevent, and respond to terrorism. This includes funding for the purchase of equipment for first responders, and funds for the planning and conducting of exercises for emergency responders.

The Board has given the Chief Administrative Office, Office of Emergency Management (OEM), authorization to administer these grants. OEM has already applied for, and been awarded, these grants on behalf of the Los Angeles County Operational Area. Now that the grants have been awarded, departments and the District approved for funding under these grants must obtain appropriation authority before beginning the purchasing process.

**IMPLEMENTATION OF STRATEGIC PLAN GOALS**

Access to these grant funds addresses the following County Strategic Plan goals:

- Goal No. 1: *Service Excellence*, Strategy 1 – Develop standards for user-friendly service by improving the ability of first responder agencies to deal with terrorism.

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- Goal No. 2: *Workforce Excellence*, Strategy 2 – Create a positive workforce by providing needed equipment for first responders and by providing assistance to develop the tools necessary to respond to any emergency, including terrorism.
- Goal No. 3: *Organizational Effectiveness*, Strategy 3 – Collaborate across functional and jurisdictional boundaries by promoting regional capabilities for planning and response to acts of terrorism.
- Goal No. 4: *Fiscal Responsibility*, Strategy 2 – Invest in public infrastructure by providing grant funds for the purchase of needed equipment.
- Goal No. 5: *Children's and Families' Well-Being*, Strategy 2 – Engage departments in planning efforts towards achieving the five outcomes for children and families by enhancing their safety and survival.
- Goal No. 8: *Public Safety*, Strategy 2 – Identify essential equipment and necessary training for all County first responders by evaluating/assessing previous equipment purchases, and planning and exercising for the proper use of the equipment.

#### **FISCAL IMPACT/FINANCING**

All of these grants are fully funded by ODP. There are no cost-share or matching fund requirements.

Approval of the Appropriation Adjustment will increase OEM's 2003-04 Budget by \$15,130,000. Approximately \$1,963,000 of these additional funds will be used for the following: 1) to administer the grants, 2) to bring in consultants to complete the required Needs Assessment, 3) to purchase enhanced visual display systems for the County Emergency Operations Center (EOC) which will improve planning capabilities during an emergency, 4) to purchase computers for city Emergency Operations Centers (EOC) as well as a satellite data communications system to link cities, selected County departments, and the County EOC, and 5) to hire consultants to develop first responder exercises to test the equipment purchased under these grants. The remaining \$13,167,000 will be transferred to

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those departments and the District who were awarded funding under these grants. Funds will be transferred as follows:

- Department of Coroner - this will increase Department of Coroner's Budget by \$686,000. This will increase spending authority in Services and Supplies by \$106,000 and in Fixed Assets by \$580,000. These funds will be used to purchase first responder equipment.
- The Fire District will be reimbursed \$4,343,000. Appropriation adjustments totaling \$3,434,000 are needed to increase spending in Services and Supplies by \$725,000 and in Fixed Assets by \$2,709,000. The remaining amount of \$909,000 has already been included in the Fiscal Year 2003-04 Adopted Budget for Fire, but needs to be appropriated to OEM.
- Department of Health Services will be reimbursed \$2,415,000. This will increase spending in Services and Supplies by \$981,000 and in Fixed Assets by \$1,434,000. These funds will be used for planning and to purchase first responder equipment.
- Department of Human Resources/Office of Public Safety will be reimbursed \$82,000. This will increase spending in Salaries and Employee benefits by \$20,000 and in Services and Supplies by \$62,000. These funds will be used to purchase first responder equipment and reimburse overtime costs associated with critical infrastructure protection during the hostilities in Iraq.
- Sheriff's Department will be reimbursed \$5,641,000. This will increase spending in Salaries and Employee benefits by \$48,000, Services and Supplies by \$1,716,000, and in Fixed Assets by \$3,877,000. These funds will be used for planning, training, to purchase first responder equipment, and to reimburse overtime costs associated with critical infrastructure protection during the hostilities in Iraq.

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### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The Governor's Office of Emergency Services provided the Los Angeles County Operational Area with specific guidelines for the administration and management of these grants. These guidelines detail the activities and expenditures that are allowable.

### **CONTRACTING PROCESS**

The acquisition of equipment as identified in Exhibit 1 is under the statutory authority of the County's Purchasing Agent, and will be requisitioned, solicited, and purchased, in accordance with County Purchasing Policies and Procedures.

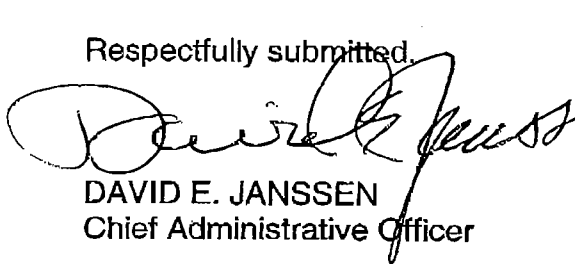
### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The acquisition of equipment and conducting of exercises will ensure that the County's first responders are prepared to respond to a terrorism event. These funds will also assist departments and the District plan and be better prepared for a terrorism event.

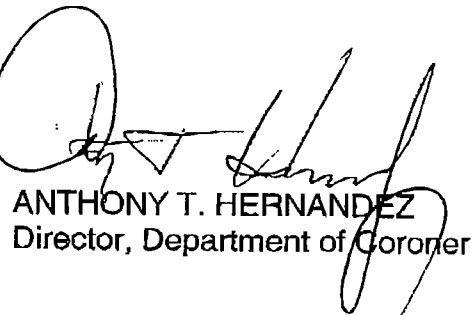
### **CONCLUSION**

Upon execution by the Board of Supervisors, please send an adopted copy of this action to the Office of Emergency Management for processing.

Respectfully submitted,



DAVID E. JANSSEN  
Chief Administrative Officer

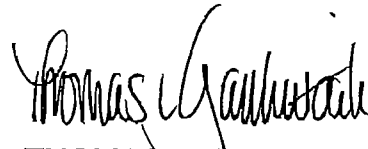


ANTHONY T. HERNANDEZ  
Director, Department of Coroner

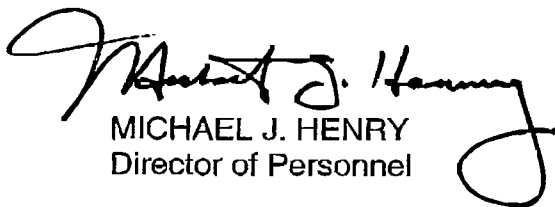
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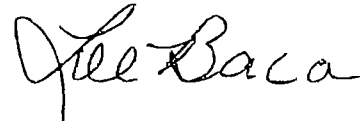
P. MICHAEL FREEMAN  
Fire Chief



THOMAS L. GARTHWAITE, M.D.  
Director & Chief Medical Officer



MICHAEL J. HENRY  
Director of Personnel



LEROY D. BACA  
Sheriff

DEJ:CP  
LM:cm

Attachments

c: Executive Officer, Board of Supervisors  
County Counsel  
Auditor-Controller  
Department of Coroner  
Fire District  
Fire District – Materials Management Division  
Department of Health Services  
Department of Health Services – Emergency Medical Services Agency  
Department of Human Resources, Office of Public Safety  
Internal Services Department – Purchasing Division  
Sheriff's Department